



Town of Shelburne, Vermont

SELECTBOARD MEETING AGENDA
SHELburne TOWN OFFICES, 5420 SHELburne ROAD
Tuesday, September 27, 2022, 7:00 P.M.

Join SELECTBOARD Zoom Meeting

<https://us02web.zoom.us/j/81083723155?pwd=ays5ZzgxQjl5c1ZPTjc1Q1VWVXFmdz09>

Meeting ID: 810 8372 3155; Passcode: rqe2a7

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 929 205 6099 US (New York)

Meeting ID: 810 8372 3155; Passcode: 887464

Call to Order/Roll Call	7:00 P.M.
*Approve Agenda	7:00 P.M.
Disclosure of conflict of interest for items on the agenda	7:00 P.M.
*Approve meeting minutes of September 13, 2022	7:00 P.M.
Public Comments re: items not on the agenda	7:05 P.M.
Selectboard Comments	7:15 P.M.
Town Manager Report	7:20 P.M.
*Property tax late fee waiver requests	7:25 P.M.
Chittenden Solid Waste District bond vote presentation	7:40 P.M.
*All Hazard Mitigation Plan – adopt	7:55 P.M.
*Planning Commission proposed zoning amendment – acknowledge receipt of and consider setting a hearing date	8:00 P.M.
*Proposed budget development timeline/schedule	8:05 P.M.
*Executive Session – personnel	8:10 P.M.
*Possible announcement regarding ARPA Committee applicants	9:00 P.M.
*Possible announcement regarding Acting Police Chief Michael Thomas	9:05 P.M.
*Adjourn	9:10 P.M.

**Potential action items. Times are approximate and depend upon how discussion flows.*



Town of Shelburne, Vermont

SELECTBOARD MEETING

ANNOTATED AGENDA

SHELBURNE TOWN OFFICES, 5420 SHELBURNE ROAD

Tuesday, September 27, 2022, 7:00 P.M.

Join SELECTBOARD Zoom Meeting

<https://us02web.zoom.us/j/81083723155?pwd=ays5ZzgxQjl5c1ZPTjc1Q1VWVXFmdz09>

Meeting ID: 810 8372 3155; Passcode: rqe2a7

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 929 205 6099 US (New York)

Meeting ID: 810 8372 3155; Passcode: 887464

Call to Order/Roll Call	7:00 P.M.
*Approve Agenda	7:00 P.M.
Disclosure of conflict of interest for items on the agenda	7:00 P.M.
*Approve meeting minutes of September 13, 2022	7:00 P.M.
Public Comments re: items not on the agenda	7:05 P.M.
Selectboard Comments	7:15 P.M.
Town Manager Report	7:20 P.M.
*Property tax late fee waiver requests	7:25 P.M.

We have several requests before us to waive fees and penalties resulting from late payment of property taxes:

Small Boat Exchange seeks a waiver of \$186.05, related to care for an elderly parent; relates to criterion #3 of the Selectboard's policy?

Jesusa Krag seeks a waiver of \$270.02, related to death of a parent; relates to criterion #4. Has already signed up for automatic deduction per the Selectboard's standard policy request.

Jolene Perkins seeks a waiver of \$44.53, related to apparent misdirection of mailing on behalf of client Day; relates to criterion #6?

Pertinent documents are attached for each of these.

Chittenden Solid Waste District bond vote presentation**7:40 P.M.**

There is an upcoming bond vote in November related to a proposed expansion of and improvement to the Solid Waste District's Materials Recovery Facility (MRF). Thus, presentations are being offered at area Selectboard meetings to help inform voters of the purpose for the bond and its funding stream. I anticipate that CSWD Executive Director Sarah Reeves and/or Director of Public Policy & Communications Jen Holliday will offer this presentation. A background document is attached. Note that the bond is said to be repaid via CSWD's own revenue stream, and not via property taxes.

All Hazard Mitigation Plan – adopt*7:55 P.M.**

Every five years, a regionwide hazard mitigation plan must be reviewed and readopted in order to retain maximum reimbursement eligibility from FEMA for costs that might be incurred to recover from declared disasters. These regional plans also include local "annexes" specific to each municipality. We receive assistance from the Regional Planning Commission in facilitating this work; this time, it was also handled by a separate, private firm in consultation with CCRPC and our own local staff.

The entire plan is several hundred pages long; the local annex is understandably more concise. As the hazards and risks that can likely be anticipated here have not changed materially over time, the new plan is substantially similar to the previous plan. Given the size of the plan, please find below a link to that document rather than reproducing here the 370+ page document here:

https://www.ccrpcvt.org/wp-content/uploads/2022/09/CC_All_Hazards_Mitigation_Plan.pdf

Given the depth and breadth of these plans, we have not typically delved into discussion of these plans; rather, we've simply been grateful for the work that's gone into these and have acknowledged their importance.

As you might imagine, FEMA requires a formal resolution to adopt these plans. Presuming that the Board will want to do so,

MOTION: I move to adopt the attached resolution adopting the 2022 Chittenden County, Vermont Multi-Jurisdictional Hazard Mitigation Plan, including the Shelburne-specific annex attached to and included therein, and to authorize the Town Manager to sign the resolution on behalf of the Selectboard.

***Planning Commission proposed zoning amendment – acknowledge receipt of and consider setting a hearing date 8:00 P.M.**

Before us is the outcome of concerns expressed about and different approaches taken regarding the Mixed Residential Character District (MRCD), a portion of the Form Based Overlay zoning district located along the RT 7 corridor north of the village proper. As is well known, a housing project was proposed that raised concerns by neighbors about the subject land. Various thoughts have been expressed and strategies suggested to consider changing the MRCD bylaws; the Selectboard had also asked the Planning Commission to consider this matter.

Long story short: the Planning Commission now proposes a zoning amendment that would eliminate the MRCD geographic areas from the Form Based Overlay district and all references thereto in the Form Based Code. If adopted by the Selectboard as proposed, the practical outcome is that the underlying 'normal' zoning bylaws would apply in these geographic areas; form-based zoning would no longer be an option. This proposal was approved by the PC at its own recent public hearing, and has now been forwarded to you for consideration.

The question for the Selectboard tonight is purely procedural: acknowledging receipt of this proposal, and considering setting a date for a public hearing. It is not intended for, nor is it appropriate at this time, for any discussion to occur regarding the substance of this proposal. It is simply to formally receive the proposal and set a hearing date. Discussion of the issue itself would take place at that public hearing, if and when held.

If the Selectboard wishes to hold a public hearing on this matter, then the earliest it could be held while satisfying public notice requirements would be at our October 25 meeting. While this will intersect in time and workflow with other high priority matters, not least of which are budget and local option tax discussions, the only predictable way around that would be to hold the hearing in February, after the budget and Town warning are locked in. Holding off that long may lead to yet further concerns among all parties than have existed to date. It may be prudent to hold the hearing as soon as legally possible and put this matter to rest one way or the other. If the Board is so inclined, then

MOTION: I move to acknowledge receipt of the Planning Commission's proposed zoning amendment regarding the Mixed Residential Character District and to warn a public hearing to consider that proposal at the Selectboard's regular meeting on October 25, 2022.

***Proposed budget development timeline/schedule**

8:05 P.M.

Please find attached a draft budget schedule/timeline for informational purposes, which also includes proposed dates for the two required public hearings on the local option tax concept. This does not require formal approval at this time, but would be helpful to learn if this appears sensible to you.

***Executive Session – personnel**

8:10 P.M.

MOTION: Pursuant to 1 VSA 313, I move to enter executive session to consider the appointment or employment or evaluation of a public officer or employee, and to invite the Acting Police Chief and Town Manager to participate.

***Possible announcement regarding ARPA Committee applicants**

9:00 P.M.

***Possible announcement regarding Acting Police Chief Michael Thomas**

9:05 P.M.

***Adjourn**

9:10 P.M.

**Potential action items. Times are approximate and depend upon how discussion flows.*

A VIDEO RECORDING OF THE MEETING IN ITS ENTIRETY IS AVAILABLE THROUGH VERMONTCAM.ORG. THE WRITTEN MINUTES ARE A SYNOPSIS OF THE DISCUSSION AT THE MEETING. MOTIONS ARE AS STATED BY THE MOTION MAKER. MINUTES SUBJECT TO CORRECTION BY THE SHELBURNE SELECTBOARD. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE BOARD.

**TOWN OF SHELBURNE
SELECTBOARD
MINUTES
September 13, 2022**

***Hybrid meeting**

MEMBERS PRESENT: Mike Ashooh (Chair); Cate Cross, Kate Lalley, Luce Hillman, Matt Wormser.

ADMINISTRATION: Lee Krohn, Town Manager; Peter Frankenburg, Finance Director; Adele Gravitz, Planning Director; Chris Robinson, Water Quality Superintendent; Kevin Unrath, Library Director; Jerry Ouimet, Fire Chief; Mike Thomas, Acting Police Chief.

OTHERS PRESENT: Members of the public participating in the meeting included peggycoutu, Linda Riell, Anne Powell, Bill Deming, Danielle, Don Porter, Fab DeFazio, Gail Albert, Ken Albert, Jason Charest, Joyce George, Judy Raven, Katrina Meigs, Lee Suskin, Linda, Lisa Merrill, Marshall Distel, Mary Kehoe, Shelburne Town Host, Stephen Baietti, Susan McLellan, Susan Moraska, Ted Grozier, Tom Zenaty, Jane Zenaty, Shelley Crombach, Steve Brandon, Sean Moran, John Kohleil, Kevin Boehmcke, John Zicconi, Tim Williams, Sue Furry-Irish, Media Factory.

1. CALL TO ORDER

Chair Mike Ashooh called the meeting to order at 7 PM.

2. APPROVE AGENDA

MOTION by Cate Cross, **SECOND** by Kate Lalley, to approve the agenda.

VOTING: unanimous (5-0); motion carried.

3. CONFLICTS OF INTEREST

None.

4. MINUTES

August 23, 2022

MOTION by Kate Lalley, **SECOND** by Luce Hillman, to approve the 8/23/22 minutes with the amendment in Item #6, Selectboard Comments, bullet on the Equity Committee, to insert the word “consultant” instead of “committee”.

VOTING: unanimous (5-0); motion carried.

5. PUBLIC COMMENT

- John Zicconi, resident, urged the Selectboard to move forward with the sidewalk portion of the Irish Hill Road sidewalk and bridge project.

- Kevin Boehmcke, resident, echoed support for completing the sidewalk path and bridge on Irish Hill Road and finding money to do a path/sidewalk to Thompson Road.
- Tim Williams, business and property owner in Shelburne, spoke about theft, robberies, and stolen property by individuals living in the housing for the homeless on Shelburne Road hurting the businesses in town, and urged the Selectboard to take a more active role in housing homeless people in Shelburne. [There was continued discussion of the Town taking action to protect businesses and residents from criminals living in Shelburne in taxpayer funded housing taking advantage of the system. The Selectboard will ask the Town Attorney if the town can limit the voucher.]
- Linda Riell, resident, asked what the current internal investigation of an officer in the Police Department entails and who conducts the investigation. [Staff noted comment cannot be made on a personnel issue.]

6. SELECTBOARD COMMENTS

- Matt Wormser reported there are 19 applicants for the ARPA committee.
- Cate Cross announced a community potluck hosted by the Rec Committee and Diversity Committee on October 23, 2022.

7. TOWN MANAGER REPORT/UPDATE

Lee Krohn reported:

- The Town Manager is grateful to Town staff for dedication in doing their jobs.
- VTrans is willing to install a flashing beacon at the new Harrington Ave. crosswalk as part of the RT 7 repaving project, provided the Town buys the device.

8. REVIEW UPDATES/ACCEPT WALK/BIKE CONNECTIVITY FINAL REPORT

Jason Charest, CCRPC, and Adele Gravitz, Shelburne Planning Director, reviewed the revisions to the connectivity report that were made based on previous discussions with the Selectboard. The report will help in seeking grants and planning walk/bike connectivity in town. The Selectboard suggested the various Town committees provide input on the order the projects should be undertaken. There was public comment on the sidewalk from the Shelburne Museum to Bostwick Road to the Waldorf School. It was noted VTrans wants the Town to build this sidewalk before a crosswalk and flashing beacon can appropriately be installed across RT 7. There was comment in support of building sidewalk to Shelburne Vineyard, Folino's Pizza, and Teddy Bear Factory.

MOTION by Cate Cross, SECOND by Kate Lalley, to accept the Walk/Bike Connectivity Report with thanks to CCRPC and consultants at Dubois & King for their work on the Town's behalf. VOTING: unanimous (5-0); motion carried.

9. AMEND SOCIAL SERVICES COMMITTEE CHARTER

Sue Furry-Irish reviewed the amendments to the charter to clarify what the Social Services Committee is and what it does. The amendments include increasing the members to seven and adding a community fund objective.

MOTION by Kate Lalley, SECOND by Luce Hillman, to adopt the revised charter of the Shelburne Social Services Committee as presented.

DISCUSSION:

- **Tom Zenaty mentioned the Committee working with the Food Shelf. Sue Furry-Irish said having the Food Shelf be in charge of the secondary funds can be discussed.**

VOTING: unanimous (5-0); motion carried.

10. STAFFING AUDIT FINAL REPORT

Katrina Meigs with Hickok & Boardman presented the findings of the audit and recommendations to the Town. The following were noted:

- Current staffing number and structure are inadequate based on population and parcel growth in Shelburne.
- Implementing more efficient processes, increasing staff numbers, doing a business process review and change management process is recommended.
- The necessity of committee assignments for staff should be reviewed and consolidation done where possible.
- The Town should hire an HR professional and create a Public Works Coordinator/Director position and an administrative support position.
- The Town should have an Assistant Town Manager.
- A Stormwater position should be created.
- Succession planning should be done to prepare for retiring employees.
- Next step is to do a compensation analysis.

There was public comment on the need for more in depth discussion of the recommendations and for management in Shelburne to concentrate on how to optimize the workforce.

11. FISCAL YEAR 2021-22 BUDGET OVERVIEW

Peter Frankenburg noted the percentage of late payment of taxes in the same time period this year to last year is similar. Overall, the town is in good financial shape. Highlights of the budget overview include:

- Town Clerk's Office showing an increase in revenues.
- Passports showing an increase in revenue received.
- Falls Road/Irish Hill Road project moved to a capital project account.
- Shelburne Dispatch showing an increase in revenues.
- Planning & Zoning Office showing revenue is up.
- On the expenditure side, most departments are showing less than budget.
- Legal expenditures are overbudget.
- Police expenditure is less than budget due to staffing.
- Town Center building maintenance is overbudget due to repairs because of the age of the building.

12. EXECUTIVE SESSION: Personnel

MOTION by Luce Hillman, SECOND by Kate Lalley, pursuant to 1VSA313 to enter Executive Session to consider appointment or employment or evaluation of a public officer or employee and invite the Town Manager and Acting Police Chief to participate. VOTING: unanimous (5-0); motion carried.

Executive Session was convened at 9:12 PM.

MOTION by Kate Lalley, SECOND by Cate Cross, to adjourn Executive Session and resume the regular meeting. VOTING: unanimous (5-0); motion carried.

Executive Session was adjourned and the regular meeting resumed at 10:07 PM.

13. ADJOURNMENT

MOTION by Kate Lalley, SECOND by Cate Cross, to adjourn the meeting. VOTING: unanimous (4-0)[Matt Wormser not present for vote]; motion carried.

The meeting was adjourned at 10:08 PM.

RScty by tape: MERiordan

For the Selectboard

Date

For the record this is my only late tax payment in 19 years. Since I'm semi-retired we took a family reunion in R.I. to see my 93 year old Mom. We were all due to come back to VT on Sun the 14th but my Mom fell on Sunday morning. She didn't break any bones but was badly shaken up both physically and emotionally. My kids drove back Sun. to be at work on Mon. and my wife and I stayed a couple of days to make sure my Mom was OK. I drove my check in on Tue when we returned home. Your office was closed for Bennington Battle day but a kind gent let me in. I'm enclosing my late payment but ask for your consideration in cashing it. Thank you

Jan Trueman

700-2649

September 8, 2022

Dear Town of Shelburne,

I had been gone to California for the month of July and part of August to care for my elderly mother who passed away during that time.

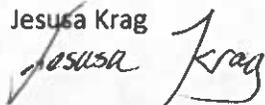
The property tax was paid as soon I received it on August 19, 2022. I came to the town office to deliver the check and told them I just arrived home from my mother's funeral.

Will you be able to waive the penalty fee?

I am enrolling for the automatic tax payment program to prevent this from happening again.

Thank you very much

Jesusa Krag

A handwritten signature in black ink that reads "Jesusa Krag". The signature is written in a cursive style with a large, stylized "J" and "K".

(802) 578-8280

Email: jesusa.krag@gmail.com

76 Rivervale Rd, Shelburne VT

Parcel # 378-0076

Lee Krohn

From: Jolene Perkins <jolene@athenaadvocacy.com>
Sent: Wednesday, September 14, 2022 11:42 AM
To: Lee Krohn
Subject: Andrew Day - Parcel 326-0016 Taxes
Attachments: 2022_08_16 Bill ASD (A) Town of Shelburne (Delinquent Tax Notice for 16 Fisher).pdf

Good Morning,

I am writing this email on behalf of my client, Andrew Day who recently purchased a house in June, located at 16 Fisher Place.

I have received a delinquent property tax notice, dated 8/16/22 which was not received in our office until 9/8/22. This notice shows penalty fees of \$44.53. I would like to request that fee be waived.

I had personally contacted the town shortly after Mr. Day purchased the home and provided our office address for the correct billing address, since we are the ones who manage his bill pay. Mr. Day is under Power Of Attorney with us, as Victoria Lloyd serving as his Agent.

However, we never received any bill by August so I had called again to request the bill and yet again provided our office address as the correct billing address for Mr. Day. And I just barely received the bill last week and have ordered a check in the amount of \$890.57 which should be arriving to the town next week. This check is for the principal amount only, as I am asking that you waive the penalty fee based on the information I just explained above.

Thank you,
Jolene



Jolene Perkins
Account Specialist I
Pronouns: she/her/hers
160 Palmer Court, Ste. A3
White River Junction, VT 05001
O:802-765-2004 F: 802-419-4843
www.athenaadvocacy.com

THIS EMAIL IS BEING SENT VIA SECURE/ENCRYPTED HIPPA COMPLIANT SERVER

*** CONFIDENTIALITY NOTICE ***

This email transmission is intended for the use of the individual or entity to which it is addressed and may contain confidential or privileged information. If you are not the intended recipient, you are hereby notified that any disclosure is strictly prohibited. Please notify us immediately at 802-765-2004.



Town of Shelburne, Vermont

CHARTERED 1763

P.O. BOX 88 5420 SHELBURNE ROAD SHELBURNE, VT 05482

Clerk/Treasurer (802) 985-5116	Town Manager (802) 985-5111	Zoning & Planning (802) 985-5118	Assessor (802) 985-5115	Recreation (802) 985-5110	FAX Number (802) 985-9550
-----------------------------------	--------------------------------	-------------------------------------	----------------------------	------------------------------	------------------------------

Policy: 18 – 01

Effective: Upon Adoption

Purpose(s): Provide guidance to the Selectboard, staff, and public for requests made of the Selectboard to waive the penalty on late property taxes pursuant to §147-9.2 of the Town Charter. This policy applies to homeowners, businesses, non-profits, and all entities with property tax paying responsibilities.

Authority: This policy is adopted by the Shelburne Selectboard pursuant to §147-5.1(a) of the Town Charter.

Procedure: When requests from the public come before the Selectboard to waive penalty fees associated with late property tax payments pursuant to the authority provided by the Selectboard under §147-9.2¹ of the Town Charter. The following criteria will be used by the Selectboard as ‘just cause’ justification(s) for waiving the penalty charge, subject to timely provision of documentation by the taxpayer substantiating the request. Requests must be provided to the Selectboard in writing.

1. The property tax payer is a current member of the United States Armed Services and is deployed for military assignment outside of Vermont at the time payment was due;
2. The property tax payer has experienced an unavoidable or unplanned relocation within ninety (90) days prior to the tax due date;
3. The property tax payer, immediate household member, or close family member is experiencing a serious medical condition which affected timely payment or which requires taxpayer personal attention and use of personal or family resources as to affect timely payment;
4. The property tax payer, immediate household member, or close family member passed away within six (6) months prior to the tax due date;
5. The property tax payer, immediate household member, or close family member experiences an unexpected financial loss or change in financial situation within six (6) months prior to the property tax due date;
6. Delays in the forwarding, receiving, or clearing of the owed tax payment attributable to the operations of mails and/or the financial institution(s) involved, which were beyond the tax payer’s control;

¹ This policy acknowledges that in past practice the Selectboard has not strictly enforced the requirement that taxes be paid within seven (7) days of the due date in order to receive a penalty waiver, and will continue to handle requests pursuant to this past practice.

7. Other extenuating circumstances not considered above which the Selectboard considers equivalent in nature to 'just cause' justifications listed herein.

Process:

If one of the criteria listed above is met, the Selectboard will use its authority under §147-9.2 of the Town Charter to consider the waiver of the property tax penalty fee, at a duly warned meeting. As a condition of waiver, the Selectboard shall require that the property tax payer first enrolls with the automatic payment option, unless a justifiable reason is provided for why the property tax payer is unable to enroll in the automatic payment option.

Adopted:

February 13, 2018.

Shelburne Selectboard

_____/s//_____
Gary von Stange, Chair

_____/s//_____
Jerry Storey

_____/s//_____
Colleen Parker

_____/s//_____
Josh Dein

_____/s//_____
Jaime Heins

Fact Sheet: CSWD's New Materials Recovery Facility

8/19/22

What

CSWD is planning a new, municipally owned Materials Recovery Facility (MRF—rhymes with “surf”) to replace the outdated and undersized MRF on Avenue C in Williston, built in 1993. CSWD's MRF sorts and prepares 53% of Vermont's “blue-bin” recyclables to be sold into the market to be used in place of virgin resources to make new products.

Why

The current MRF is at capacity and has no room to expand or upgrade. It is inefficient and limits the amount Vermonters can recycle. Built nearly 30 years ago, the current MRF can no longer keep up with modern packaging and the recycling needs of today. Additionally, the facility provides difficult working conditions for employees.

Benefits

The new MRF will:

- Be more efficient and effective, providing affordable, in-state processing for Vermonters' recycling for decades to come.
- Be equipped with modern technology to separate recyclables more efficiently and effectively.
- Be built with enough capacity—40% more than the current MRF--and flexibility to adopt future innovations and to adapt to changes in packaging over the next 30 years.
- Be able to process up to 70,000 tons (140 million pounds) of recyclables every year.
- Be better equipped to manage the vastly diversified packaging formats that didn't exist in the 20th century, such as flat can carriers.
- Enable Vermonters to save up to 634,000 trees from being cut down annually and reduce greenhouse gas emissions equivalent to removing 52,500 passenger vehicles from the road, conserving nearly 28 million gallons of gas each year.
- Be municipally owned, continuing to serve without profit as a motive, keeping fees as low as possible and recycling more types of materials even when not profitable.
- Be cleaner, brighter, and better ventilated, providing improved conditions for ~21 workers.
- Create new, higher skilled positions to run the more sophisticated equipment.

Project Stats

Location: CSWD-owned property on Redmond Road in Williston. This MRF serves all of Chittenden County plus roughly 160,000 other northern Vermont residents.

Design Capacity: 50,000 – 70,000 tons annually (current MRF design capacity: 25,000 tons annually; currently processing ~47,000 tons annually)

Cost and Funding

Project Capital Cost: \$22-\$26 million

Funding: CSWD will be asking Chittenden County voters to approve a bond of \$22 million in the November 2022 election. CSWD will repay the bond from operating revenue—sale of recyclables and “tip fees” charged to haulers to drop off recyclables for processing at the MRF. **This bond will not impact taxes.**

Payback period: 25 years.

Source of Funds	Amount
VT Municipal Bond Bank	\$16,000,000
Closed Loop Fund loan	\$6,000,000
CSWD Contribution*	\$3,500,000
The Recycling Partnership grant	\$500,000
TOTAL	\$26,000,000

*Less potential EPA grant funding

Timeline

November 2022	Voter Approval
January - October 2023	Permitting/Design
November 2023 – October 2024	Sitework/Construction
October 2024 - March 2025	Equipment Installation
April-May 2025	Equipment Acceptance Testing,
May-June 2025	Startup and Training
July 2025	Opening

How to Vote on the MRF Bond

1. After August 31: Go Vermont’s [My Voter Page](#) and request to have the ballot mailed to you.
2. After August 31: Request a ballot from your town clerk.
3. On Tuesday, November 8, 2022: In person at your local Chittenden County voting location.

Contact:

Michele Morris, Dir. of Marketing & Communications
mmorris@cswd.net; 802-598-5625 (voice or text)

CERTIFICATE OF ADOPTION
September 27, 2022
TOWN OF SHELBURNE, Vermont Selectboard
A RESOLUTION ADOPTING THE 2022 Chittenden County, Vermont Multi-Jurisdictional Hazard Mitigation Plan

WHEREAS, the Town of Shelburne has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of the hazards profiled in the **2022 Chittenden County, Vermont Multi-Jurisdictional Hazard Mitigation Plan**, which result in loss of property and life, economic hardship, and threats to public health and safety; and

WHEREAS, the Town of Shelburne has developed and received conditional approval from Vermont Emergency Management (VEM) for its **2022 Chittenden County, Vermont Multi-Jurisdictional Hazard Mitigation Plan (Plan)** under the requirements of 44 CFR 201.6; and

WHEREAS, the **Plan** specifically addresses hazard mitigation strategies, and Plan maintenance procedures for the Town of Shelburne; and

WHEREAS, the **Plan** recommends several hazard mitigation actions (projects) that will provide mitigation for specific natural hazards that impact the Town of Shelburne with the effect of protecting people and property from loss associated with those hazards; and

WHEREAS, adoption of this **Plan** will make the Town of Shelburne eligible for funding to alleviate the impacts of future hazards; now therefore be it

RESOLVED by Town of Shelburne Selectboard:

1. The **2022 Chittenden County, Vermont Multi-Jurisdictional Hazard Mitigation Plan** is hereby adopted; also adopted is the Shelburne-specific annex attached to and included therein as an official plan of the Town of Shelburne;
2. The respective officials identified in the mitigation action plan of the **Plan** are hereby directed to pursue implementation of the recommended actions assigned to them;
3. Future revisions and **Plan** maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as part of this resolution for a period of five (5) years from the date of this resolution; and
4. An annual report on the process of the implementation elements of the Plan will be presented to the Selectboard by the Emergency Management Director or Coordinator.

IN WITNESS WHEREOF, the undersigned have affixed their signature and the corporate seal of the Town of Shelburne this ____ day of _____ 2022.

Lee Krohn, AICP, Town Manager
For the Shelburne Selectboard

ATTEST

Town Clerk



Town of Shelburne, Vermont

CHARTERED 1763

P.O. BOX 88 5420 SHELBURNE ROAD SHELBURNE, VT 05482

Clerk/ Treasurer
(802) 985-5116

Town Manager
(802) 985-5111

Zoning & Planning
(802) 985-5118

Assessor
(802) 985-5115

Recreation
(802) 985-5110

FAX Number
(802) 985-9550

SHELBURNE PLANNING COMMISSION

Pursuant to 24 VSA § 4441, the Shelburne Planning Commission will hold a public hearing at 7:00 P.M. on Thursday, September 8, 2022, at Shelburne Town Offices and via zoom to consider the following amendments to the Zoning Bylaw:

Purpose: The purpose is to modify aspects of Article XXII- Shelburne Road Form-Based Overlay District (SR-FBOD), by removing in its entirety the Mixed Residential Character District (MRCD) and all references thereto from the SR-FBOD.

Geographic Area affected: Mixed Residential Character District of the Shelburne Road Form-Based Overlay District.

Articles/Sections of Zoning Ordinance affected:

Article XXII – Shelburne Road Form-Based Overlay District, remove in its entirety the Mixed Residential Character District (MRCD) and all references thereto from the SR-FBOD.

Place where text may be examined: The full text is available for review in the Shelburne Planning and Zoning Office during regular business hours, on the Town website, and via email agravit@shelburnevt.org.

To participate: This will be a hybrid meeting. To participate via Zoom:

Shelburne Town Host is inviting you to a scheduled Zoom meeting.
Time: Sep 8, 2022 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88941716523?pwd=b3FTcytxU3hRVjk3d0RpMWQrYkhWZz09>

Meeting ID: 889 4171 6523

Passcode: sV18x6

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 889 4171 6523

Passcode: 146333

REPORT OF THE PLANNING COMMISSION
REGARDING PROPOSED ZONING AMENDMENTS
WARNED FOR A PUBLIC HEARING ON September 8, 2022

Pursuant to 24 VSA 4441, the Planning Commission shall prepare a report to accompany proposed zoning amendments addressing how any proposal:

Conforms with or furthers the goals and policies in the Town Plan, including the availability of safe and affordable housing;

Is compatible with future land uses and densities of the Town Plan; and

Carries out, as applicable, specific proposals for planned community facilities.

The proposed amendment relates to implementing the goals as expressed in the Shelburne Comprehensive Plan (2019) to support Land Use and Placemaking in Shelburne.

Purpose

The purpose of this bylaw amendment is to protect the general public health and welfare, enhance community vitality, and provide for orderly physical and economic growth of the Town of Shelburne, by amending Article XXII -Shelburne Road, Form-Based Overlay District (SR FBOD) to remove the Mixed Residential Character District (MRCD) in its entirety and all references to the MRCD thereto from the Shelburne Road Form Based Overlay District.

It is recommended to amend Article XXII, to remove the Mixed-Residential Character District (MRCD) in its entirety and all references thereto, because the MRCD does not provide predictable built results, does not provide clear goals or outcomes therefore cannot result in high-quality public spaces, does not provide a process for evaluating proposed projects in the MRCD, and the regulatory language is overly complex.

Applicability

The entire Mixed Residential Character District of the Shelburne Road- Form-Based Overlay District

<https://www.shelburnevt.org/DocumentCenter/View/5486/2022-Redline-FBZ-Deleting-MRCD>

Land Use in Shelburne, Shelburne Comprehensive Plan p. 8

Goal: Pursue future land use based on the principles of “placemaking.” Placemaking is the process of creating quality places where people want to live, work, play and learn. Thus, the explicit aim of the future land use section of this plan is to promote the creation of quality places that combine:

- a) Appropriate physical form (i.e., development occurs at a human scale and is pedestrian oriented),
- b) A mix of land uses and functions, and
- c) A mix of social opportunity.

Approved by the Planning Commission on August 11, 2022.

PROPOSED BUDGET DEVELOPMENT TIMELINE FOR FISCAL YEAR 2023-2024

September 27	Approve timeline/schedule
October 11	Departments, round 1
October 25	Departments, round 2
November 8	CBC requests
November 22	Capital requests/needs - CIP
December 6	General budget discussion and first public hearing on LOT
December 13	Continued budget discussion; warn hearing for January 24, 2023
December 20	Conclude budget discussion as needed and second public hearing on LOT
January 10	Town Manager submits budget to Selectboard
January 24	Selectboard public hearing on budget and CIP
January 24	Approve budget and warning for Town Meeting
March 6	Annual Town Meeting